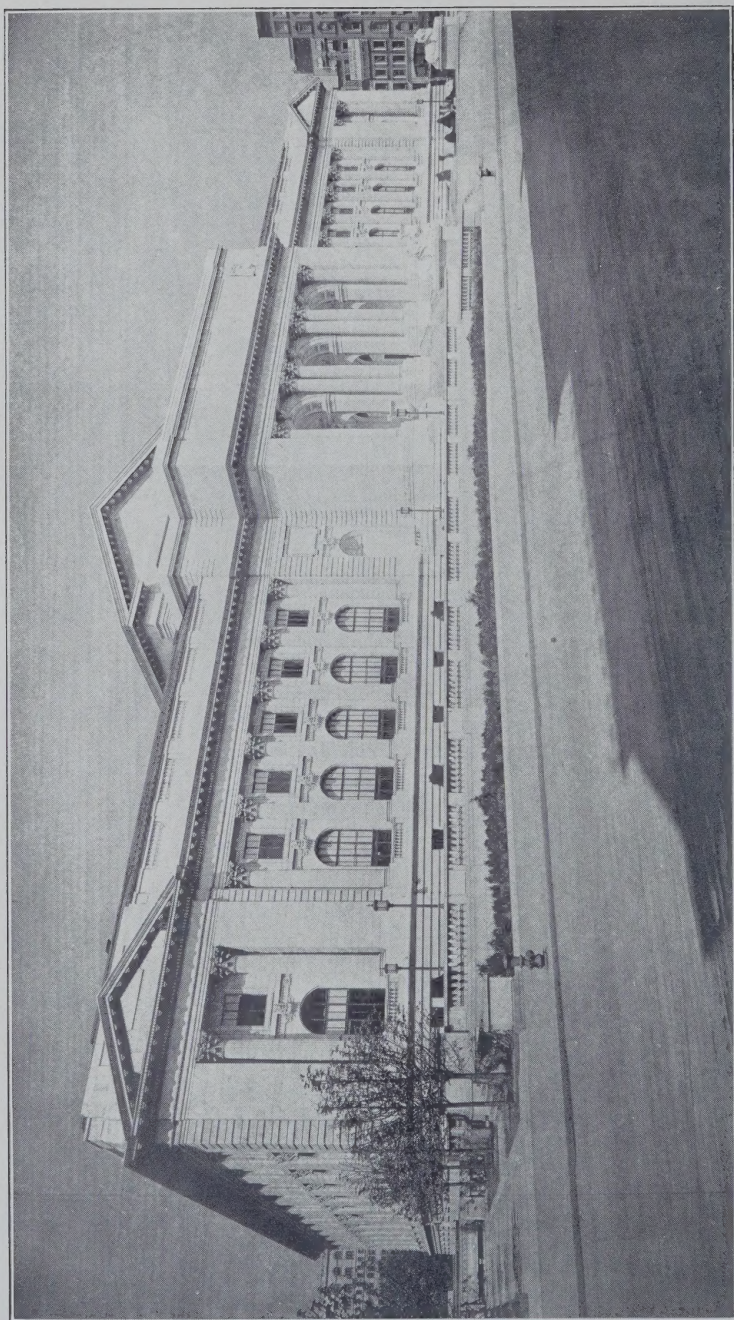




CENTRAL BUILDING—NEW YORK PUBLIC LIBRARY
QUARTERS OF THE SCHOOL ON THE GROUND FLOOR

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Advisory Committee

DR. JOHN S. BILLINGS, Director New York Public Library.
WILLIAM W. APPLETON, Chairman Committee on Circulation.
EDWIN H. ANDERSON, Assistant Director.

Faculty

MARY WRIGHT PLUMMER, Principal. (Certified graduate of the Library School of Columbia College. Librarian of Pratt Institute Free Library, 1890-1904. Director of Pratt Institute Library School, 1896-1911.)

Lecturer on fiction, history of libraries, European literature.

AGNES VAN VALKENBURGH. (B.Ph., Hillsdale College, Michigan. Head-cataloguer, Milwaukee Public Library, 1892-1911.)

Instructor in cataloguing, indexing, book-selection, trade and national bibliography, Conductor of fiction seminar.

MARY L. SUTLIFF. (Graduate Albany Normal School, graduate New York State Library School. Head of cataloguing department, California State Library, 1903-1911.)

Instructor in classification, reference work, subject-headings, current topics and survey of library field.

ERNESTINE ROSE. (B.A., Wesleyan University, Conn., B.L.S., New York State Library School. Librarian of Chatham Square Branch, New York Public Library, 1908-1911.)

Registrar, Instructor in library economy, and Supervisor of practice.

IDA M. MENDENHALL. (B.Ph., Earlham College, Indiana, graduate Pratt Institute Library School. Librarian Geneseo State Normal School, 1906-1911.)

Assistant instructor, Reviser, Librarian of school collections.

MARGARET E. BENNETT. (Graduate Packard Commercial School, New York.)

Stenographer-secretary, and Instructor in typewriting.

Lectures for 1911-1912

1. By the Director and members of the Library Staff:

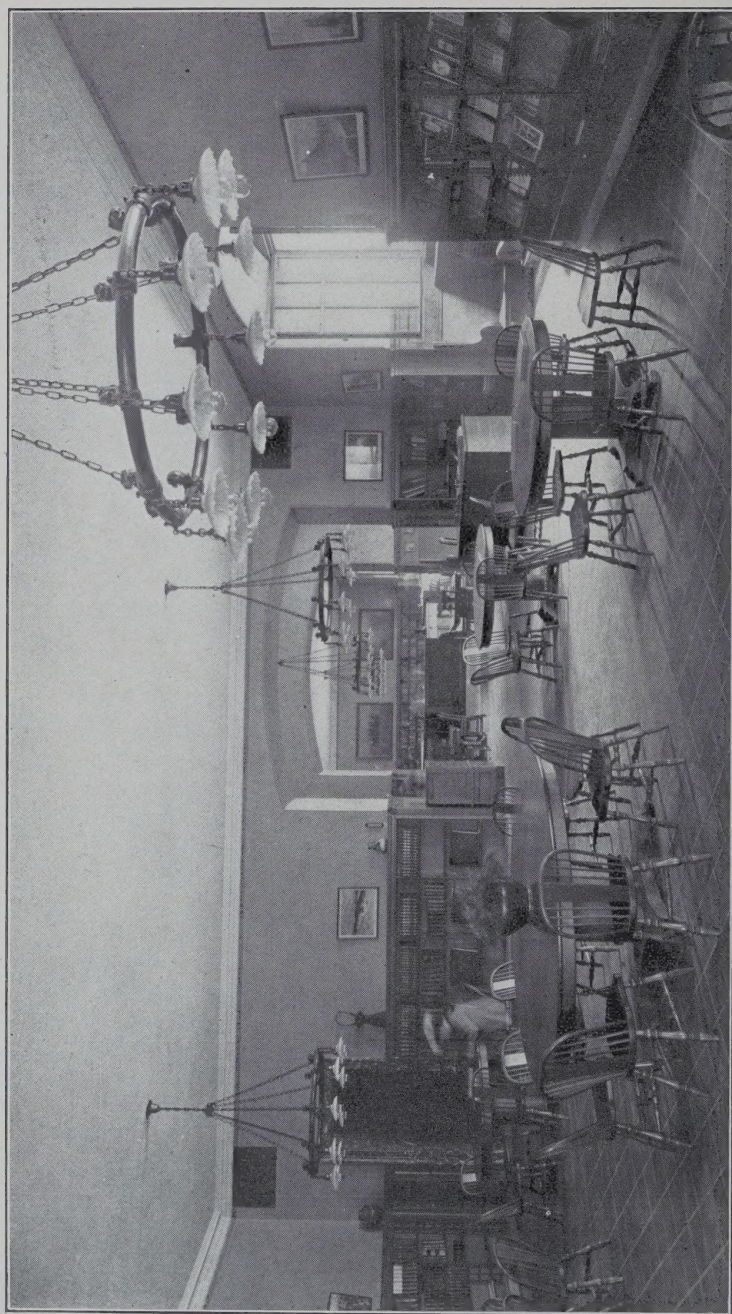
- DR. JOHN S. BILLINGS. History of the New York Public Library.
EDWIN H. ANDERSON. (a) The large library building. (b) Library administration (three lectures).
H. M. LYDENBERG. Special collections of the Library.
W. B. A. TAYLOR. Classification of the Reference Department.
BENJAMIN ADAMS. The branch library building.
ADELAIDE B. MALTBY. Branch library administration.
ADELAIDE HASSE. (a) United States documents. (b) Documents of foreign countries. (c) State publications.
WILBERFORCE EAMES. (a) Early printed books. (b) Care and use of mss.
FRANK WEITENKAMPF. (a) Prints. (b) Book illustration.
ANNA C. TYLER. Thanksgiving bulletins and stories.
ANNIE C. MOORE. (a) Christmas spirit in libraries. (b) Selection of children's books.
SYMPOSIUM OF CHILDREN'S LIBRARIANS. Work with children.
EDWIN W. GAILLARD. Work with schools.
EMMA F. CRAGIN. Cataloguing of music for circulating libraries.
ROSE MURRAY. Binding and repairing (two process lectures).
DR. HERMAN ROSENTHAL. (a) Slavonic literatures. (b) Golden age of Russian literature.
AXEL MOTH. (a) Danish literature. (b) Swedish and Norwegian literature.
DR. C. C. WILLIAMSON. (a) Literature of economics. (b) Literature of sociology. (c) Literature of political science.

2. By visiting lecturers:

Professional

- DR. ARTHUR E. BOSTWICK, Librarian, St. Louis Public Library. Books and reading.
GEORGE B. UTLEY, Secretary, American Library Association. American Library Association.
LUTIE B. STEARNS, Chief Travelling Library Department, Wisconsin Free Library Commission. (a) Some western phases of library work. (b) The library militant.

CATHERINE S. TRACEY. Technical French and German. (Two series
of lectures.)



CHILDREN'S ROOM—CENTRAL BUILDING
NEW YORK PUBLIC LIBRARY

CORNELIA MARVIN, Secretary, Oregon Library Commission. (a) Commission work (two lectures). (b) Library conditions on the Pacific coast. (c) The small library building.

WILLIAM R. EASTMAN, Extension Division, New York State Library. Library buildings, fittings and furniture (six lectures).

DR. HERBERT PUTNAM, Librarian of Congress. Subject unannounced.

MIRIAM E. CAREY, Organizer, Minnesota Public Library Commission. Libraries of State institutions.

EDWARD F. STEVENS, Director of Pratt Institute Free Library. (a) Book buying. (b) Technical collections in libraries.

EDWARD H. VIRGIN, Librarian, General Theological Seminary. The theological library.

LOUISE G. HINSDALE, Librarian, East Orange Public Library. Town library administration.

ASA WYNKOOP, Inspector of Public Libraries, New York State. Library legislation.

Lecturer unannounced. Library accounts.

Civic

CLAUDE G. LELAND, Supt. of Libraries of Board of Education, New York City. Public education in New York.

DR. EDWARD T. DEVINE, Director of School of Philanthropy. Social worker's programme.

MRS. F. B. KELLEY. City History Club.

Literary

PERCY MACKAYE. The drama as literature.

DR. CALEB T. WINCHESTER, Professor of English Literature, Wesleyan University. Dr. Johnson and his circle.

THEOPHILE E. COMBA, formerly of Sauveur School, Amherst. (a) From Alfieri to d'Azeglio. (b) From d'Azeglio to d'Annunzio.

Others to be added.

Miscellaneous

DR. HAROLD C. BROWN, Professor of Philosophy, Columbia University. Introduction to contemporaneous philosophy.

EDWARD L. TILTON. The library building from the architect's standpoint.

Lecturer unannounced. Music collections in circulating libraries.

Calendar, 1912-1913

1912—First Term

September 16 to 27, preliminary practice (optional).
September 30 to and including December 20.
Thanksgiving vacation, November 27 to December 2.
Christmas vacation, December 21 to January 2.

1913—Second Term

January 2 to and including March 21.
Spring vacation, March 22 to March 31.

Third Term

March 31 to and including June 13.
Presentation of certificates, June 13.

Holidays

February 12 and 22 and May 30.

Entrance examinations for 1912-1913

Tuesday, June 11, 1912, from 9 a. m. to 1 p. m., and
2 p. m. to 6 p. m., in class-room of Library School, Fifth
Avenue and 42nd Street.

REQUIREMENTS FOR ADMISSION

Applications.—Intending applicants should send a request addressed to the Principal of the Library School, New York Public Library, 476 Fifth Avenue, New York, for the application blank, which is to be filled out promptly and returned to the School. The order in which applications are received does not affect the applicant's chance of admission.

Entrance Examinations and Admission.—Entrance examinations for 1912-13 will be given in June, 1912. (See Calendar, p. 6.)

Applicants not having certificates of high school graduation or its equivalent are advised not to attempt the examinations. In cases considered exceptional the Principal may accept graduates of approved colleges without examination.

Members of library staffs in the greater city and vicinity, if recommended by the employing librarian, may take the entrance examinations and apply for partial courses, for the satisfactory completion of which pass-cards will be given.

Applicants must be at least twenty years of age, and persons over thirty-five are advised against undertaking the work.

Students are admitted at the beginning of the first term only.

It is desirable that the examinations should be taken at the School, in order that the Principal and Faculty may have an opportunity of seeing and talking with candidates; but where this is impossible, on account of the applicant's living at a great distance, the examination may be taken in an assigned library nearer home, if the librarian will consent to conduct it. These local examinations must take place on the same date as those at the School. Applicants are expected to arrange with the examiner the matter of the examination fee, when examined elsewhere than at the School. The Principal and Faculty re-

serve the right to withdraw this privilege at their own discretion, in any given case. *Candidates unable to take the examinations at the School should notify the Principal when forwarding their applications.*

The examinations are designed to test the general information of the applicant, and consist of questions in literature, history, current events, general information, French and German. A specimen set of questions is appended.

Immediately after the examination, the entering class will be selected from those candidates who pass with the highest percentage and whose personality and previous education, training and experience, seem to have best fitted them for the work. Those who fall below 70 per cent will not be admitted.

After the class has been chosen, there is no opportunity until the following year for other candidates to enter unless one or more of those accepted should withdraw before October. Accepted applicants who do not enter must take new examinations if they wish to enter any subsequent year.

From the representative examination given in this circular, applicants must decide for themselves what preparation they need to be able to pass the examinations, which will follow practically the same lines each year. The best preparation the School can suggest is a thorough review of general history and literature, with special reference to English and American history and literature; also of important recent events, and of the applicant's studies in French and German with a view to the ability to translate at sight from these languages.

Tuition.—On notification of acceptance after examination, the accepted applicant is expected to pay a registration fee of five dollars, which will be applied on the first term's tuition. In case of the withdrawal of the applicant before the opening of the School the registration fee will be retained by the School to cover the expense of correspondence, examination, etc. The expenses of the course, aside from living expenses, are (1) the tuition fees, which are as follows: for applicants whose homes are in the metropolitan district, \$15 per term for three terms, for the first year or general course; for

applicants from without the metropolitan district, \$25 per term; paid in advance at the beginning of each term: (2) cost of supplies, from \$25 to \$30, including text-books and periodical subscriptions. Students are requested to bring money with them in the form of cash or New York drafts, as no out-of-town cheques can be cashed by the School. Two banks near the Library will open accounts with students depositing \$200 or more and carrying an average balance of \$150.

REMARKS ON THE COURSE OF STUDY

The Library School has two objects: to secure and train the best possible material in the way of assistants for the New York Public Library, and to prepare students as librarians and assistants for other libraries. It aims to give technical training in methods of library management to carefully selected candidates and to test these candidates in the central library and branches before recommending them elsewhere. The School provides two courses of one year each, the first a general course in which the time is given principally to instruction and study, with sufficient practice to test the student thoroughly. For this a tuition fee is charged, and at the end of the course satisfactory work is recognized by the certificate of the School. The second year, to which only recommended certificate-holders are eligible, is one chiefly of paid practice in the Library and its branches, with courses of lectures for which no fee is asked. Satisfactory work during this year will be recognized by a diploma. Students holding certificates, and not wishing to take the second-year work, will be recommended for positions elsewhere, as opportunity offers, if their qualifications justify the School in so doing.

Recommended graduates of accredited Library Schools applying for the second year courses and practice will be admitted at the discretion of the Principal and Faculty if there are vacancies.

The work of the first year may be classified under the heads, administration, technique, bibliography, and criticism. The subjects coming under these divisions will be taught by the

regular Faculty of the School, for the most part, with assistance from members of the Library staff. In addition, courses of lectures by specialists on civic, literary, and professional topics will be provided, in order that students may find the course broadening and inspiring.

Subjects of Study

First Year

ADMINISTRATIVE

Library administration	Library accounts
Library buildings	Book-buying
Library legislation	Work with children

TECHNICAL

Cataloguing	Library economy (covering thirteen subjects)
Subject-headings	Binding
Classification	
Indexing	

BIBLIOGRAPHICAL

Reference work	Technical German
History of libraries	Trade bibliography
Technical French	National bibliography

CRITICAL

Appraisal of fiction	Book selection
Periodicals	

MISCELLANEOUS

Current topics	Survey of library field
Typewriting (optional)	

PRACTICE

1st term	36 hours, obligatory (plus extra time at student's option)
2d term	72 hours, obligatory " " " " " "
3d term	240 hours, obligatory
	348 hours

A separate circular concerning the second year will be issued later.

EQUIPMENT

The quarters of the School consist of four rooms in the Central Library Building at Fifth Avenue and 42nd Street, the entrance being on 42nd Street. The principal's office, the classroom proper, and two lecture-halls, are all good-sized rooms, well equipped with desks, tables, book-cases, electric lights and lantern-apparatus.

The School is especially well situated for the provision of laboratory work in the main library and its forty branches, in the boroughs of Manhattan, the Bronx, and Richmond; for taking advantage of opportunities offered by the metropolis in the way of special education and general culture; and for observation of the working of civic and educational institutions.

The School office has a list of safe and respectable boarding places, known to the Faculty or to members of the library staff, a copy of which will be sent to each accepted applicant whose home is not in the city.

SPECIMEN ENTRANCE EXAMINATION QUESTIONS

History and Current Events

1. Give a brief outline history of Europe in the nineteenth century, showing the principal changes that took place in the government and territorial possessions of England, France, Germany, and Italy.
2. Give reasons for the success of the American colonies in the Revolutionary war.
3. When was the "Era of good feeling" in United States history? What readjustment of party lines took place at that time?
4. When was Spain at the height of her glory? What were the elements that made her powerful, and what causes led to the waning of her power?
5. How and when did free trade become the policy of England? Which is the free trade party in England at present? Which party is inclined toward protection?
6. To what political, religious or economic conditions in Europe does the United States owe
The Puritan settlement of the seventeenth century?
The immigration of French Huguenots?
The Irish immigration in the early part and middle of the nineteenth century?
The German immigration of 1848?
The Russian and Polish Jew immigration of the last 25 years?
The recent exodus of Finns to this country?
Answer 3.
7. Discuss one of the following subjects, giving arguments on both sides and your conclusions:
Conservation of natural resources.
Direct election of senators.
The franchise for women.
8. What is the Monroe doctrine? When was it first promulgated?
9. What ideas do you associate with
Huis ten Bosch Bastille
Petit Trianon Faneuil Hall
Lambeth Sans Souci
The Alhambra Coliseum
The Mosque of Omar Appomattox Court House
Answer 5.
10. Give names of President Taft's present cabinet with their offices.



ONE OF THE FORTY BRANCH LIBRARIES
NEW YORK PUBLIC LIBRARY

French

TRANSLATE WITHOUT THE USE OF A DICTIONARY

Ulric fut quelques jours entre la vie et la mort, en proie à une fièvre ardente; des soins charitables le sauvèrent, et, à peine eut-il touché terre, que la Providence lui suscita des protections. Un brave fermier, maître Smith, touché de son isolement, déclara qu'ayant beso'n d'un petit domestique, il le prendrait à son service. L'orphelin, encore stupéfié par la douleur, se laisse emmener où l'on voulut. Certes, la ferme des Smith n'avait rien de commun avec les admirables établissements agricoles qu'il avait vus dans son pays; elle était grossièrement construite, jetée au milieu d'un vaste territoire, inculte en grande partie, qui lui fit l'effet du désert; mais qu'importait au pauvre enfant? La femme du fermier lui ayant dit quelques mots dans une langue qu'il ne comprenait pas, avec un accent bienveillant et un sourire qui lui rappela celui de sa mère, il se mit à sangloter. C'était la première fois depuis le naufrage que ses larmes se faisaient jour; jusque-là il avait senti son coeur lourd et glacé au dedans de lui-même comme une pierre. Ayant pleuré, il éprouva une sorte de soulagement. Une petite fille vint lui essuyer les yeux. Il l'embrassa en pleurant de plus belle, car Polly Smith avait l'âge et les cheveux blonds de sa chère Rosa.

Durant bien des jours on ne lui permit pas de travailler; Ulric restait morne et silencieux dans une cour de la maison. Les scènes atroces, auxquelles il avait été mêlé, le poursuivaient comme un cauchemar; il voyait le feu, il entendait les cris, et de longs frissons le reprenaient. Les étrangers qui lui avaient donné refuge le laissaient à lui-même, chacun s'occupant de ses affaires. Cependant il était bien traité, quoique la bonté qu'on lui témoignait fût moins délicate que celle dont il avait eu l'habitude, et qu'elle se manifestât surtout dans les détails matériels.

Literature and General Information

1. Give an account of your reading up to your fifteenth year, naming individual books and authors that were favorites, as well as the *class* of books you liked best. Sketch in not less than 200 words.
2. Name two biographies, two histories, and two books of travel (not juvenile) that you have since read for pleasure and that were not required by your school course.
3. Give the associations (historical and other) that five of the following titles have for you:

The Cry of the Children	Horatius at the Bridge
Lycidas	Chevy Chase
Idylls of the King	Nibelungen Lied
Miles Standish	Sigurd the Volsung
Charge of the Light Brigade	Piers Ploughman

4. Give an appreciation in not less than 150 words each of two of the following novelists:

Selma Lagerlöf	Eden Philpotts
William D. Howells	Björnstjerne Björnson
Edith Wharton	Rosa Nouchette Carey
J. M. Barrie	René Bazin
Hermann Sudermann	Amanda Douglas

5. Characterize two of the following periodicals in not less than fifty words each:

Harper's Magazine	Review of Reviews
Atlantic Monthly	Gartenlaube
Edinburgh Review	Revue des Deux Mondes
Outlook	Nuova Antologia
Spectator (London)	Harper's Weekly

6. Tell all you can of the institution called the "Nobel Prize."
7. Describe the appearance of the Winged Victory in the Louvre: of the Laocoon in the Vatican: of the Apollo Belvedere in the Vatican: of the Venus of Milo in the Louvre.
8. Place the following in their proper periods, and name the cause of their celebrity:

Danton	Henrik Ibsen
Benjamin Franklin	Canova
Friedrich Schiller	Count Zeppelin
Mary Lyon	Frances Willard
Thorwaldsen	Edward Grieg

9. What and where is the Parthenon? The Pantheon? The Madeleine? Les Invalides? St. Sophia? Sphinx? St. Paul's? Doge's Palace? Old Bailey? Tombs?
10. Place in literature, history, and myth, five of the following names and references:

Sword of Damocles	Cavaliers of Ekeby
Rosinante	Tree Ygdrasil
Excalibur	Cadets of Gascony
Walhalla	The Lone Star
Pan	Balder

German

TRANSLATE WITHOUT THE USE OF A DICTIONARY

Fünftzehnter Abend

"Ich glitt über die Lüneburger Haide," sagte der Mond; eine einsame Huette lag am Wege, einige ärmliche Büsche standen dabei und eine Nachtigall, die sich verirrt hatte, schlug. In der Kälte der Nacht musste sie sterben; es war ihr Abschiedsgesang, welchen ich hörte.

Die Morgenröthe schimmerte. Ich sah eine Karawane auswandernder Bauernfamilien, die nach Hamburg wollten, um mit einem Schiffe Amerika zu erreichen, wo ihnen das Glück, das geträumte, blühen würde. Die Mütter trugen die kleinen Kinder auf dem Rücken, die grösseren trippelten nebenher, ein elendes Pferd zog einen Karren mit wenigem Hausgeräthe. Der kalte Wind sauste, deshalb schmiegte das kleine Mädchen sich dichter an seine Mutter, die, zu meiner abnehmenden Scheibe emporblickend, an ihre bittere Noth daheim dachte und an die schweren Abgaben, welche sie nicht hatten erschwingen können. Und so dachte die Karawane; die rothe Morgendämmerung leuchtete deshalb als ein Evangelium von der Sonne des Glücks, die ihnen aufgehen würde; sie hörten die sterbende Nachtigall schlagen, sie war kein falscher Prophet, sondern ein Vorbote des Glücks. Der Wind sauste, daher verstanden sie ihren Gesang nicht: "Fahret getrost über das Meer! Die weite Überfahrt hast Du ja bezahlt mit Allem, was Dein war, arm und hilflos sollst Du Dein Land Kanaan betreten. Du musst Dich, Deine Frau, Deine Kinder verkaufen. Doch lange sollen Eure Leiden nicht währen. Hinter dem breiten duftenden Blatte lauert die Göttin des Todes, ihr bewillkommender Kuss haucht tödtendes Fieber in Dein Blut. Fahre hin! über die schwellenden Wogen!"



ADULT CIRCULATION ROOM

AT ONE OF THE FORTY BRANCHES OF THE NEW YORK PUBLIC LIBRARY

